

**West Calcasieu Parish Community Center Authority  
Board of Directors-Regular Meeting  
September 19, 2018  
West-Cal Events Center  
Sulphur, Louisiana**

**Meeting was called to order at 5:30 p.m. by Meg Lovejoy**

**Invocation pronounced by Mike O'Quinn**

**Pledge was led by J.C. Cormier**

**ROLL CALL:**

Roll call was made with the following results:

Present:	Meg Lovejoy- Chairman	J.C. Cormier-Vice Chairman
	Coy Vincent-Secretary/Treasurer	George Vincent-Board Member
	Evelyn White-Board Member	Mike O'Quinn-Board Member
	Adrian Moreno-Executive Director	Joyce Anderson-Operations Manager

Absent: Darwin Pinder-Board Member

**AMENDMENTS, ADDITIONS, DELETIONS TO THE PROPOSED AGENDA:**

Evelyn White made a motion to accept the agenda as presented. J. C. Cormier seconded the motion. All voted and approved.

**APPROVAL OF MINUTES:**

George Vincent made a motion to accept the August 2018 regular meeting minutes as presented. Mike O'Quinn seconded the motion. All voted and approved.

**APPROVAL OF FINANCIAL REPORT:**

Mr. Moreno gave a summary of the Financial report as presented for August 2018:

Income for the month of August was significantly higher compared to the same period last year. The surrounding areas were in the process of recovering from a recent hurricane which affected a large portion of the events typically held during this time. Year-to-date Income is \$21,000 over budget and Expenses are \$7,600 below. A decent start to the beginning of the new fiscal year with anticipation that the trend will continue.

Mr. Moreno reviewed the Hotel/Motel graph in the financial packet displaying the state sales tax dedication breakdown for the previous fiscal year. As shown, the fiscal year 2017-2018 began the 1<sup>st</sup> quarter with a carryover of \$728,746.00 from the previous fiscal years cap. The BA7 request during the previous legislative session was approved in the amount of \$725,000, recuperating a vast majority of these rollover funds. The 2<sup>nd</sup> & 3<sup>rd</sup> quarter collections were also larger than usual collections. During the 4<sup>th</sup> quarter the deposit of \$279,392 put the Authority at its cap of \$1.2 million. The current fiscal year will start with a roll over in the amount of \$126,693.00 and it is fully expected that the cap will once again be met by the end of the fiscal year.

Evelyn White made a motion to accept the August 2018 financial reports as presented. J.C. Cormier seconded the motion. All voted and approved.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**A. Review and discuss proposed Host Bar discounts**

Mr. Moreno explained to the board that there are increasingly more organizations requesting to host fundraisers for a multitude of causes. Outside of the standard nonprofit discount given on the rate of the building, previous discounts have been offered for host bar sales for certain groups. Due to the increase in these types of events it is in the Authorities best interest to standardize these discounts so as to provide a fair and impartial process regardless of the event. Mr. Moreno presented a proposal for policy on offering discounts for Host Bars. Host Bars are bars where the tab is paid for directly by the promoter. These discounts would be for qualifying fundraising events which include religious, civic, and other not for profit events. Discounts may not be offered for cash bar sales and the percentage for the discount will be based on the total revenue driven.

J.C. Cormier made a motion to accept the Host Bar discounts as presented. George Vincent seconded the motion. All voted and approved.

**B. Review and discuss Events Center and Multi-Purpose Arena Upgrades/Repair Cost Estimates**

Mr. Moreno presented to the board a preliminary cost estimate provided by Ellender Architects & Associates on improvements to both the Events Center and Multi-Purpose Arena. The proposal was generated on ideas that have been discussed for a period of time and is a guide line for discussion on how to proceed with these improvements which will enhance the complex.

Mr. Ellender and Mr. Moreno provided insight and details on the various improvement recommendations. Of these improvements the re-insulation of the multi-purpose arena still has some unanswered questions. Due to these uncertainties, the board has agreed to perform a "test" area done with the manufacturers removal and installation recommendations and to have these results tested for bond strength by a qualified firm. Once these results are completed it was suggested that the arena committee meet to discuss in detail these renovation options and present findings to the full board.

**DIRECTOR'S REPORT:**

Mr. Moreno stated that the current operations of the complex are going extremely well. The events calendar is full, funding is good, and the improvement projects are underway. All further discussion on improvements will be introduced within the various committees then reported to the full board.

**PUBLIC COMMENTS:**

None

**ADJOURNMENT:**

With no further business to discuss J.C. Cormier made a motion to adjourn. Evelyn White seconded. All voted and approved.

**The next regular meeting of the Board of Directors will be held on Wednesday, October 17, 2018 at 5:30 p.m. at the West Cal Events Center, Sulphur, Louisiana.**